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**INTELLIGENCE COMMUNITY STAFF**

**Staff Announcement**

**19 January 1982**

**Designation of Publications Officer**

1. Effective 13 January 1982, the Administrative Staff will assume responsibility for providing assistance in preparation and production of Intelligence Community Staff publications. Also effective 13 January 1982, [redacted] is designated as the ICS Publications Officer.

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2. The ICS Publications Officer will provide the following services to the ICS components upon request:

- a. technical editing;
- b. preparation and coordination of the printing and binding of publications (including formatting, layout, cover design and graphics assistance);
- c. review of printing proofs and guidelines for dissemination; and
- d. preparation of viewgraphs, charts and other briefing aids.

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[redacted]  
Director, Intelligence Community Staff

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